

# WOLFEBORO BUDGET COMMITTEE

December 10, 2013

## Minutes

**Members Present:** John MacDonald, Chairman, Stan Stevens, Vice-Chairman, Harold Parker, Brian Black, Robert Moholland, John Burt, Matt Krause, Frank Giebutowski, Members.

**Members Absent:** Dave Senecal, Selectmen's Representative, Bob Tougher, Member (excused).

**Staff Present:** Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Phil Morrill, Fire Chief, Lee Ann Keathley, Secretary.

*Chairman MacDonald called the meeting to order at 6:07 PM at the Wolfeboro Inn Ballroom.*

### **CONSERVATION**

Dan Coons, Chairman, Conservation Commission, stated the Commission recently acquired a 5-acre parcel on Cotton Valley Road (total expenditure for the parcel was \$14,500 however, Land Bank of Wolfeboro-Tuftonboro contributed 50% of the costs associated with the purchase and the Commission contributed the remaining 50%). He stated the purchase provides protection to the wetlands and the Cotton Valley Rail Trail. He stated the Commission will be acquiring Whiteface Mountain on 12/13/13 and noted an expenditure of \$55,000 for such.

John MacDonald asked where the funds come from for the purchases.

Dan Coons replied the Conservation land fund.

John Burt noted the balance of the account is \$270,000.

Dan Coons stated the Commission receives funding from Current Use Land Tax, previous funding allocations, gifts, fundraising and timber harvesting.

Frank Giebutowski asked if the conservation properties are open to the public.

Dan Coons replied yes.

John Burt asked if all the properties are handicap accessible.

Dan Coons replied no. He stated Front Bay Park has an ADA compliant trail and another is being designed for the Bill Rae Conservation Area.

John MacDonald questioned the year to date expenditure for Other Property Series.

Pete Chamberlain replied \$570.

### **ECONOMIC DEVELOPMENT**

Referencing part-time wages, Dave Owen noted a decrease in the 2014 request and stated there is a vacancy in the recording secretary position.

John Burt asked if the Chamber of Commerce has an Economic Development Committee.

Mary DeVries replied yes.

John Burt questioned the coordination between the Town's EDC and the Chamber of Commerce's EDC.

Mary DeVries stated Zach Tarter is the chairman of both committees.

John Burt asked what the Chamber of Commerce contributes towards advertising.

Mary DeVries stated the Chamber of Commerce contributes the content used in the Town's advertising efforts so that money is not spent on ad creation.

John Burt questioned the cost for ad creation.

Mary DeVries stated she would provide the information to the Committee.

John Burt questioned the amount of funding the Chamber of Commerce contributed to advertising.

Mary DeVries stated the Chamber contributed funding towards tourism and business relocation; noting none of the Town's funds goes directly to the Chamber of Commerce.

John MacDonald asked if businesses advertise on the calendar of events.

Mary DeVries replied no.

Harold Parker questioned the funding status for the billboard on Route 16.

Dave Owen stated the billboard lease was paid for out of the 2013 budget and is not recommended in the 2014 budget.

John MacDonald asked who, at the Town Hall, would a person speak to regarding Economic Development.

Dave Owen replied Rob Houseman and he. He stated the EDC developed an Economic Development webpage on the Town's website.

Matt Krause recommended the EDC work jointly with the Planning Board to address zoning; noting he feels such is too restrictive.

Dave Owen stated the EDC established two Economic Revitalization Zones and the Planning Board is proposing changes to the Center Street corridor.

## **FIRE/RESCUE**

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John MacDonald asked what positions are in the same pay grade as the lieutenant.

Dave Owen stated all positions are nonunion and will receive a 2% salary increase.

Phil Morrill stated he feels his staff is underpaid than any other fire department in the State.

Dave Owen stated entry level firefighters received a significant increase when included in the classification study.

Frank Giebutowski questioned the increase in medical services.

Phil Morrill stated such is related to the ambulance contract.

Frank Giebutowski questioned the \$20,000 increase in outside services (fire hydrants).

Dave Owen stated the goal/policy of the BOS is to keep the line item funded at 20% of the water operating budget.

John MacDonald asked what the Town is paying for.

Dave Owen replied 20% of the operating costs of the water department (General Fund subsidy of the Water Fund).

John Burt asked if maintenance reports are kept.

Phil Morrill replied yes.

Frank Giebutowski stated the amount is based on 20% regardless of the amount of water used and would feel better if the percentage was based on science.

Dave Owen stated the percentage is based on a formula that seems to work otherwise; the water rates would be much higher.

John MacDonald stated residents pay a premium on insurance when they don't benefit from the service. He stated the figure continues to increase; noting that when he first became a member of the Committee the funding allocation was \$50,000. He asked if the 20% includes \$75,000 in capital costs (as noted in the back up information provided).

**It was moved by John MacDonald and seconded by Harold Parker to decrease 42200.380 Outside Services from \$345,000 to \$325,000.**

**Discussion of the motion:**

Dave Owen stated he feels \$325,000 is an arbitrary number.

Brian Black questioned the capital costs.

**It was moved by John MacDonald and seconded by Harold Parker to decrease 42200.380 Outside Services from \$345,000 to \$325,000. John MacDonald, Stan Stevens, Harold Parker, Brian Black, Robert Moholland, John Burt, Matt Krause, Frank Giebutowski voted in favor. John Burt abstained. The motion passed.**

**EMERGENCY MANAGEMENT**

Dave Owen noted supervisory salaries do not reflect the 2% increase.

John Burt questioned the year to date expenditure for general operating supplies.

Phil Morrill replied \$149.

**It was moved by John Burt to decrease 42900.610 General Operating Supplies from \$600 to \$400. There being no second, the motion failed.**

### **PUBLIC SAFETY BUILDING**

Frank Giebutowski questioned the 26% increase in water and asked if such was related to the rate increase.

Phil Morrill stated he had used inaccurate figures the year prior.

### **CAPITAL OUTLAY**

Phil Morrill stated the capital outlay items originally requested were cut by the Town Manager and BOS.

Frank Giebutowski asked what the requests were.

Phil Morrill replied paving the substation, mobile and portable radio replacement and new vehicle for the Chief.

Referencing the substation, Bob Moholland asked if water/runoff enters the building.

Phil Morrill replied no, the drainage and gravel improvements at the site corrected such. He stated there are still issues with plowing.

John MacDonald recommended Chief Morrill speak with Chief Chase regarding the lease purchase option for vehicles.

Stan Stevens stated the Fire Department keeps their vehicles longer than the Police Department.

Phil Morrill stated the purchase cost of a vehicle is \$28,100 however, to lease the vehicle would cost \$11,200 for three years and noted the lease price does not include lettering, sirens or radios.

John Burt requested the Committee revisit paving of the substation.

**The Budget Committee has requested additional information for the following (for 12/11/12 meeting);**

- **Economic Development;** Chamber of Commerce to provide costs associated with ad creation
- **Fire Department Capital Outlay;** revisit substation paving
- **Conservation Commission;** Other Property Series expenditures
- **Fire/Rescue, 42200.380 Outside Services (Hydrants);** requested clarification of language in the backup "includes \$75,000 in Capital Costs"

**It was moved by Harold Parker and seconded by Frank Giebutowski to adjourn the December 10, 2013 Budget Committee meeting. All members voted in favor.**

*There being no further business before the Committee, the meeting adjourned at 7:19 PM.*

Respectfully Submitted,

*Lee Ann Keathley*

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